Internal, Professional & Academic Research Requirements

Permissible Research: as defined by 45 CFR 46.306(a)(2):

- a) Study of the possible causes, effects, and processes of incarceration, and of criminal behavior, provided that the study presents no more than minimal risk and no more than inconvenience to the subjects;
- b) Study of prisons as institutional structures or of prisoners as incarcerated persons, provided that the study presents no more than minimal risk and no more than inconvenience to the subjects;
- c) Research on conditions particularly affecting prisoners as a class; or
- d) Research on practices, both innovative and accepted, which have the intent and reasonable probability of improving the health or well-being of the subject;
- e) Certain epidemiological research conducted or supported by HHS.

Guidelines:

In order to ensure that research projects conducted in the Department are sufficiently designed and requirements of agency staff are fully understood, any researcher (internal or external) who wishes to conduct research on or with offenders who are in the custody of the Washington Department of Corrections, staff employed by the agency, and volunteers shall submit a proposal to the Research Manager that contains sufficient information for the Department to evaluate the proposal based upon its scientific merit and risk to human subjects.

In order to provide protection from undue influence, coercion, and other harms, all research proposed on offenders under the supervision of the Department must fall within one of the categories of permissible research under 45 CFR 46.306(a)(2).

In order to ensure the protection of confidentiality and that privacy of participants is maintained during all research for all research participants, research with all and any staff or offender records that contain identifiable confidential information in any database, personnel file, medical record, quality assurance database/patient registry, and/or OMNI-based file must be submitted for review for each research question they are to address.

In order to monitor research conducted within the Department, researchers applying to conduct research on interest of the Department must sign a **Confidentiality Contract** in which they pledge to comply with applicable policies regarding research conducted within the agency, report any unanticipated or adverse events that occur during the course of the study, adhere to confidentiality rules and laws, not disclose or transfer data without permission of the Department, report on progress of the study at

the request of the Department, and will not disseminate or publish before the Department has exercised their right to review.

Due to an increase in research requests expect a maximum of a 30-day turnaround per request.

Note: Additional guidelines can be found in the "Application to Seek Approval of a Research Project"